

Table Plans can be Arranged to Suit Your Individual Requirements

Top Table 10 to 16 Persons

Celebrant	Bride's Father	Groom's Mother	Usher	Best Man	Groom	Bride	Chief Bridesmaid	Bridesmaid	Bride's Mother	Groom's Father	Celebrant
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We hope this Wedding Planner will help you with all the planning necessary to make your wedding a relaxed and happy occasion.

2 Years – 1 Year

- Book your Reception at Lawlors Hotel
- Book Church
- Compile Guest List
- Choose Bridesmaids, Flower Girls, Best Man, Ushers
- Choose and have preliminary fittings for Bride's & Bridesmaid's dresses

1 Year

- Book Wedding Cars
- Book Photographer / Video
- Book Honeymoon (Check Passports)
- Book Music for Church
- Book Band & DJ for Reception

6 Months

- Order Wedding Cake
- Buy Wedding Rings
- Order Stationary for Ceremony and Reception
- Draw up Gift List
- Post Wedding Invitations

3 Months

- Book Dress Hire
- Confirm Details with Lawlors Hotel
- Organise all Wedding flowers
- Check all Wedding clothes are near completion

2 Months

- Make a list of acceptances and refusals as they come in
- Send thank-you letters for wedding presents as they arrive

1 Month

- Finalise menu with Lawlors Hotel two weeks before
- Arrange seating plan for the Reception if necessary
- Buy cake boxes for those unable to attend

Last Week

- Advise Hotel of final numbers 24 hours before
- Settle Bill for Reception with Hotel 24 Hours Before
- Rehearsal of Wedding Ceremony as necessary
- Do final check on all arrangements
- Have Stag / Hen night at Hotel
- Arrange for going – away clothes to be at Hotel

A SAMPLE WEDDING DAY SCHEDULE



Time	Event
2pm	Wedding Ceremony
3.30pm	Greet & receive wedding guests at end of wedding ceremony
3.45pm	Guests depart for Lawlors Hotel for drinks reception
3.45pm	Wedding Party depart for photographs
4.45pm	Wedding Party arrive at Lawlors
5.30pm	Wedding guests are seated in Ballroom
6.00pm	Commencement of wedding meal
8.00pm	Completion of wedding meal
8.00pm	Speeches & Toasts
9.00pm	Bridal Waltz
9.00pm	Band entertains
12.00pm	Disco entertains & Wedding Afters
2am	Wedding celebration concludes